

# *Harrisonburg-Rockingham Local Human Rights Committee*

## **MEETING MINUTES**

**January 9, 2012**

**Members Present:** Page Shield, Gayl Brunk, Cindy Ring, Virginia Luong, and William Quarles

**Others Present:** Chuck Collins (HR Advocate), Carol Hart (The Arc), Crystal Kwolek (C.J. Designs), John Humphreys (Fair Haven Residential Services), Christy Collins (CC & Associates), Kathy Nelson (HRCBS), Heather N. Corbin and Lauren Orndorff (Pleasant View, Inc.), and Dana Kidney

### **CALL TO ORDER/MEMBERSHIP UPDATE**

The meeting was called to order at 2:00 pm.

Those in attendance made introductions.

### **MINUTES**

A motion to approve the minutes from July 11, 2011 meeting as mailed was made by Cindy Ring, seconded by Virginia Luong and unanimously approved by the Committee.

### **PUBLIC COMMENT**

No Public Comments.

### **ANNUAL PROGRAM REPORTS**

**The Arc-** Carol Hart provided the annual report. She reported on seven allegations of abuse and neglect; 2 of which were verbal, the remaining peer-to-peer incidents. Of the seven, six were resolved through the informal process and one through the formal process.

Ms. Hart also reported The Arc recently had a licensing review that went very well. The Arc currently is not at full capacity and has two openings. The Arc is also exploring the possibility of adding supportive employment as a service to align with the State's current focus of assisting individuals with obtaining employment first when appropriate.

Chuck Collins recognized The Arc for their publication of The Arc's Advocate Newsletter.

**Pleasant View, Inc.-**Heather Newland provided the annual report. Heather reported there have been a total of four allegations of abuse, 24 peer-to-peer cases, 61 cases of medication errors and 4 complaints. All cases have been resolved; four through the formal process the remaining through the informal process. Heather put the number of med error cases into perspective by informing the group that the agency administers 37,000 medications per month.

**RMH** was not present to provide their Annual Report and will be added to the Agenda for the April meeting.

## **REVIEW of AFFILIATE QUARTERLY REPORTS**

There was a general discussion regarding the Quarterly and Annual Reports. Affiliates had questions regarding Medication Error reporting and the difference between reporting an HR issue as Formal or Informal. Chuck Collins reported the Informal Resolution Process consists of the provider reporting a Human Rights issue to the HR Office, the provider completes an investigation and comes to a resolution within 5 business days. It becomes a Formal Resolution Process if the issue is not resolved within 5 business days and requires a meeting with the HR Advocate. Chuck addressed the Medication Error reporting question and informed attendees that the State Licensing office along with Human Rights Office have teamed up to review this matter to provide better guidance to providers. This information will be forth coming. Chuck reported, the current expectation is for providers to report medication errors within 24 hrs of discovery, take actions necessary to safe guard the client, to figure out what the problem is and to try to correct the problem. If these steps are followed a citation can be avoided.

Discussion of how much description is needed for reported allegations and complaints needed on the Quarterly reports. Committee members agreed that a paragraph description for reporting cases of significance would be helpful to the Members, otherwise a sentence or two description will suffice.

## **ADVOCATE REPORT**

Chuck Collins reported on the State's efforts to comply with the Department of Justice's mandate to have individuals served within their communities rather than within the setting of a training facility. Chuck reported the opening of the new WSH facility is now slated for the fall of 2013.

## **OTHER BUSINESS /AFFILIATE COMMENTS**

No other business or Affiliate comments..

## **NEXT MEETING**

**The next meeting is scheduled for Monday, April 16,, 2012 at 2:00 pm. The meeting will be held in the Lucy F. Simms Board Conference Room. The Lucy F. Simms Building is located at 620 Simms Avenue Harrisonburg, VA 22802**

There being no other business, the meeting was adjourned.

Respectfully submitted,

Cindy Ring  
HRLHRC Secretary

Kathy Nelson  
HRCSB Liaison/Recording Secretary